



City of Hallandale Beach City Commission Agenda Cover Memo

Hallandale Beach
PROGRESS. INNOVATION. OPPORTUNITY.

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|---|--------------------------------|-----------|--|--|--|-------------------------------|
| Meeting Date: | May 2, 2018 | | Item Type: <small>(Enter X in box)</small> | Resolution X | Ordinance | Other |
| Fiscal Impact: <small>(Enter X in box)</small> | Yes | No | Ordinance Reading: <small>(Enter X in box)</small> | 1st Reading | | 2nd Reading |
| | | | | Public Hearing: <small>(Enter X in box)</small> | Yes | No |
| Funding Source: | 530-4410-564030 | | Advertising Requirement: <small>(Enter X in box)</small> | Yes | | No |
| | | | | | | |
| Account Balance: | \$588,004 | | Quasi-Judicial: <small>(Enter X in box)</small> | Yes | | No |
| | | | | | | |
| Project Number : | N/A | | RFP/RFQ/Bid Number: | Florida Sheriff's Association (FSA): #FSA17-VEH15.0 (Cab & Chassis Trucks & Other Fleet Equipment) | | |
| | | | | Florida Sheriff's Association (FSA): #FSA17-VEL25.0 (Police Rated, Administrative, Utility Vehicles, Trucks & Vans) | | |
| Contract/P.O. Required: <small>(Enter X in box)</small> | Yes | No | Strategic Plan Priority Area: <small>(Enter X in box)</small> | | | |
| | X | | | | | |
| Sponsor Name: | Roger M. Carlton, City Manager | | Department: Public Works | | Steven F. Parkinson, P.E., PWLF, Assistant City Manager, Director of Public Works | |

Short Title:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE CITY MANAGER TO PURCHASE THREE (3) REPLACEMENT UNITS INCLUDING AN ATV, STREET SWEEPER, AND PICKUP TRUCK UTILIZING FLORIDA SHERIFF'S ASSOCIATION CONTRACTS, IN A

TOTAL AMOUNT NOT TO EXCEED THREE HUNDRED EIGHTEEN THOUSAND DOLLARS (\$318,000); AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELATED DOCUMENTS TO EFFECTUATE THE PURCHASE AS PROVIDED FOR IN FISCAL YEAR 2017-2018 BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

Background:

The City Commission approved the establishment of a Fleet Fund during the 2012 City Commission/City Manager Budget Workshops. This Fund was established to serve as a centralized fund designed to simplify and optimize the efficiency of new City vehicle purchases and allow for their on-going maintenance. The establishment of the Fleet Fund also implemented an internal "Leasing Program" whereby each year the various City Departments that utilize Fleet vehicles are responsible for budgeting an amount appropriate for the on-going maintenance and programmed replacement of their vehicles. Funds for replacement vehicles exist in the Fleet Fund, whereas new vehicle requests by a specific department are funded through individual departmental sources. The goal of the FY 18/19 budget development process is to reduce the fleet size and to not buy any new vehicles if possible.

As part of this initiative, a detailed (Fleet Maintenance and Replacement Program - FMRP) was developed, capturing optimal service life for each vehicle, combined with the point in time where the City could receive the highest resale value for each vehicle. In following the established program, the City anticipates that its fleet will gradually become newer and require less annual maintenance.

Analysis/Current Situation:

Staff determined that forty (40) vehicles were due for replacement, using the planned replacement process, during the FY17/18 budget process. Due to budgetary constraints, this number was reduced to fifteen (15) vehicles. These 15 replacement vehicles are included in the FY17/18 adopted budget. In order to be fiscally conservative, three (3) vehicles have been deemed as highest priority for replacement at this time. Replacement of the remaining vehicles has been postponed, as the FMRP "useful life criteria" are being reassessed. The two (2) vehicles listed below for the Fire Department are beyond their useful life and the street sweeper is needed to meet NPDES standards to keep debris out of the drainage system.

| Department or Division | | Vehicle No. | Vehicle Description | Vehicle Year | Estimated Cost of Vehicle |
|------------------------|------------------------|-------------|-----------------------------|--------------|---------------------------|
| 2270 | Fire | 1022 | PICKUP - 1/2 TON 4X4 | 2011 | \$32,000 |
| 2270 | Fire (ocean lifeguard) | 1156 | ATV - Honda Rincon TRX680FA | 2015 | \$12,000 |
| 3660 | Stormwater | 988 | SWEEPER TRUCK | 2009 | \$274,000 |

If approved, staff will utilize the following contracts to purchase and outfit the three (3) replacement units listed above:

- Florida Sheriff's Association (FSA) Contract #: FSA17-VEH15.0
- Florida Sheriff's Association (FSA) Contract #: FSA17-VEL25.0

The FSA opened Bid # FSA17-VEH15.0 Cab & Chassis Trucks & Other Fleet Equipment to all qualified vendors on April 10, 2017 (Exhibit 2). As a result of this bid process, Contract # FSA17-VEH15.0 was awarded by the FSA to the list of vendors included in Exhibit 3. This contract is in effect beginning October 13, 2017 and expires September 30, 2018. Using this contract, the City may purchase vehicles, trucks and heavy equipment from dealers authorized by the manufacturer on a "no trade-in basis". The City will use this contract to procure an ATV for the Fire Department (ocean lifeguards) (Exhibit 4) and a street sweeper for the Stormwater Division (Exhibit 5).

The FSA opened Bid # FSA17-VEL25.0 Police Rated, Administrative, Utility Vehicles, Trucks and Vans to all qualified vendors on April 10, 2017 (Exhibit 6). As a result of this bid process, Contract # FSA17-VEL25.0 was awarded by the FSA to the list of vendors included in Exhibit 7. This contract is in effect beginning October 13, 2017 and expires September 30, 2018. Using this contract, the City may purchase vehicles, trucks and heavy equipment from dealers authorized by the manufacturer on a "no trade-in basis". The City will use this contract to procure a pickup truck for the Fire Department (Exhibit 8).

Why Action is Necessary:

Pursuant to Chapter 23, Section 23-8 Exception to Bid Requirements, (6) Bids and Contracts from Other entities, and Section 23-9 Cooperative Purchasing, the City Manager is authorized to procure all supplies, materials, equipment and services from other governmental units, when the best interests of the City would be served subject to the requirement that any purchase in excess of \$50,000 requires City Commission approval.

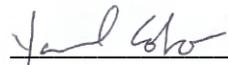
Proposed Action:

Staff recommends approval of the attached resolution authorizing the City Manager to purchase three (3) replacement fleet units during FY17/18 using Contract # FSA17-VEH15.0 and Contract # FSA17-VEL25.0, in an amount not to exceed \$318,000.

Attachment(s):

- Exhibit 1 – Resolution
- Exhibit 2 – Invitation to Bid FSA17-VEH15.0
- Exhibit 3 – FSA17-VEH15.0 Contract Award
- Exhibit 4 - FSA17-VEH15.0 – ATV Specs
- Exhibit 5 - FSA17-VEH15.0 – Street Sweeper Specs
- Exhibit 6 – Invitation to Bid FSA17-VEL25.0
- Exhibit 7 – FSA17-VEL25.0 Contract Award
- Exhibit 8 – FSA17-VEL25.0 – Pickup Truck Specs

Prepared by:



Yamil Lobo, Fleet Administrator



Susan Fassler, Green Initiatives Coordinator

Department Head Review:



Steven F. Parkinson, Assistant City
Manager/Director of Public Works